

FOR YOUR INFORMATION...

City of Taylorsville
Information Form

P-12

DEEP LOT



City of Taylorsville
Community Development Department
2600 West Taylorsville Boulevard
Taylorsville, Utah 84118 (801) 963-5400



Applying for a Deep Lot Development Permit

Under certain conditions, the City of Taylorsville may allow residential development on underutilized land that is isolated from a public street but may be made accessible by a private road or easement. This type of property is commonly referred to as a “deep lot” or “flag lot.” The following information form describes application procedures and development policies required to build a single-family home on a deep lot.

Overview:

The City of Taylorsville has formed a policy to regulate residential development on deep lots located within the City. This policy is known as the “Deep Lot Policy.” The Taylorsville Planning Commission is required to review and consider in a public meeting all Deep Lot Development applications that comply with the minimum standards established by the Deep Lot Policy.

The intent of the Deep Lot Policy is to protect the interests of the public while considering a request to develop a deep lot. Common concerns expressed by neighboring residents and property owners and considered by the City are:

- Potential negative impacts on privacy;
- Proposed scale or height of home in relation to neighboring properties;
- Visual impact on established view corridors;
- Architectural quality of proposed residence including building colors and materials;
- Potential light and noise pollution;
- Traffic impact on neighborhood;
- Site engineering including access, storm drainage, location of utilities and easements;
- Infrastructure requirements for emergency response services (i.e. Salt Lake County Fire); and
- Potential negative impacts on neighboring property values.

It is important to understand that The Deep Lot Development application is not the process to subdivide property or create a deep lot. Under authority granted by Utah Municipal Code 10-9 Part 8, the City of Taylorsville requires all subdivisions of land be reviewed and approved by the City prior to filing with the County Recorder’s office. Parcels created without City review and approval will not be recognized as “buildable” and may not be issued a building permit. To create an officially recognized deep lot the City must approve an application for a Regular Subdivision¹ or a Simple Subdivision². For more information on subdivision requirements, please see ***Taylorsville Information Form P-10 Applying for a Regular Subdivision*** or ***Taylorsville Information Form P-11 Applying for a Simple Subdivision***.

Deep Lot Development Requirements:

The following is a summary of the Deep Lot Policy created by the Taylorsville Planning Commission:

- ☐ You must be able to provide access to the lot. The private street or private right-of-way serving the property must be at least:
 - 20 feet wide, for 1 or 2 single-family dwelling units, or
 - 25 feet wide, for 3 single-family dwelling units.
- ☐ The maximum number of deep lot parcels served by a private street or private right-of-way is 3.
- ☐ All building setbacks on a deep lot are required to meet the minimum setbacks of the zoning district.
- ☐ Deep lots are not required to meet the minimum street frontage required by the applicable zoning district and ordinance.
- ☐ The Deep Lot Policy provides an exception to City Code 13.40.090, which typically requires “the minimum area for any lot fronting on a private right-of-way shall be ½ acre.”
- ☐ Duplex, twin-home or any other multi-family dwelling structure will not be approved on a deep lot even though the property may be in a duplex or multi-family residential zone.

¹ A regular subdivision is any subdivision of land that requires dedication of property to the City or contains 10 or more lots.

² A simple subdivision is any subdivision of land that does not require dedication of property to the City and contains less than 10 lots.

- ☐ Depending upon the conditions involved in a deep lot development application, a 2-story structure may or may not be approved when adjoining another residence.
- ☐ To ensure proper completion of necessary improvements for residential development, you may be required by the City to post a bond for certain improvements (i.e. storm drain, private road, drive approach, etc.). This requirement applies to both private and public improvements.
- ☐ Due to the unusual setting of most deep lots the Planning Commission reserves the right to approve, deny or modify specific design details which include (but are not limited to) the following:
 - Building height;
 - Building orientation;
 - Placement of windows and doors;
 - Screening, fencing;
 - Landscaping; and
 - Setbacks
- ☐ Under general conditions, a deep lot development application may be approved provided all of the following conditions exist:
 - A subdivision process has been completed to create the deep lot.
 - The property exists in a residential or agricultural zone.
 - Access to the property is via a private street or private right-of-way.
 - The lot contains the minimum square footage required by the zoning district; however, the Planning Commission may require a minimum lot size of 8,000 square feet in smaller lot zones (i.e. R-1-5, R-1-6, R-1-7, R-2-6.5, etc.).

It is important to understand that the Deep Lot Policy (summarized above) does not guarantee approval of a Deep Lot Development application; rather the policy describes the minimum conditions necessary to allow the City to consider a request to develop on a deep lot. Therefore a Deep Lot Development application may be approved or denied by the Planning Commission based on “findings of fact” stated by the Planning Commission following the public hearing.

Submittal Deadline:

All required submittals for a Deep Lot Development application must be received by the Community Development Department at least 14 days prior to the desired date of a Planning Commission public meeting.

Meeting Dates:

The City of Taylorsville Planning Commission meets in a regular business meeting at 7:00 p.m. on the 2nd Tuesday of each month in the City Council Chambers located at 2600 West Taylorsville Boulevard (5325 South) Taylorsville, Utah 84118. Please contact the Taylorsville Planning Department for specific meeting dates, times and assignment on the agenda. The property owner or your appointed representative must be present at the meeting to explain your application and answer questions.

Application Fee:

Deep Lot Development application fee \$75.00

Application Requirements:

- Step 1. **Contact Planning Department.** Meet with a member of the Planning Department to discuss your proposal and review the process, fees and potential issues associated with your development.
- Step 2. **Pre-Application Conference.** Prior to submitting a Deep Lot Development application, please schedule a pre-application conference with the City’s Development Review Committee. For more information on meeting schedule and submission requirements, see ***Taylorsville Information Form P-4 Applying for Pre-Application Conference.***
- Step 3. **Submit application for review.** The Deep Lot Review application and required submittals will allow the Planning Commission to understand the proposed placement and elevations of the single-family home and any accessory structures. Please submit to the Planning Department the following required information:
 - ☐ Completed Deep Lot Review application.
 - ☐ Submit property owner’s affidavit (i.e. a written statement regarding property ownership made before a notary) regarding property ownership. For your convenience a Property Owner’s Affidavit form has been provided on the back of the Deep Lot Development application form.
 - ☐ If the property owner is to be represented by an “agent”, please complete and submit the Agent Authorization form provided on the back of the Deep Lot Development application form.
 - ☐ Payment of Deep Lot Development application fee.

- ☐ List of property owner names, mailing addresses, and property identification numbers of all property owners within 400 feet of the subject property. Property owner addresses may be obtained from the Salt Lake County Recorder's office located at 2001 South State Street, Room N2300, Salt Lake City, Utah.
- ☐ Self adhesive mailing labels, typed or machine printed with each property owner's name and address as identified above (no hand written labels please). Note: Duplicate listings should be omitted.
- ☐ Plain white envelopes (size 10 business envelope measuring 4" x 9-1/2") with postage for each property owner as identified above. Note: Labels should not be placed on envelopes.
- ☐ Submit 3 full-sized copies of the site plan on a minimum sheet size of 18" x 24" at a scale which suitably fits the paper (i.e. 1" = 10', 1" = 20', etc.). Also, submit 1 reduced copy of the site plan on 11" x 17" paper. The following information must be included on the site plan:
 - ☐ Existing and proposed contours at 2' intervals.
 - ☐ North arrow, scale and date of drawing.
 - ☐ Property lines with dimensions, adjoining streets, easements, waterways, etc.
 - ☐ Access roads, driveways, off-street parking, emergency vehicle turn-around, etc.
 - ☐ Areas of existing vegetation and areas to be landscaped after construction.
 - ☐ Location and dimensions of all existing and proposed structures.
 - ☐ Decks, porches, or other building elements that extend past the normal building outline.
 - ☐ Show both existing and proposed fencing (or walls) with height and type shown.
- ☐ Submit 3 full-sized copies of (each) front, rear and side building elevations showing existing and proposed grade lines. Grade elevations must match the topography shown on the site plan. Also submit 1 reduced copy of the elevation plans on 11" x 17" paper.

Step 4. **Processing the Deep Lot Development application.** The planning staff will process the Deep Lot Development application by completing the following steps:

- ☐ Upon delivery of the completed application to the Community Development Department, staff will assign a City file number to the application and provide a receipt for payment of the fee.
- ☐ The application will be assigned to a member of the Planning Department to verify completion and accuracy of the application. Incomplete applications may not be scheduled for public hearing and will delay the request. The staff member will contact the applicant and request any missing or other additional information needed to complete the application.
- ☐ Staff will mail a public hearing notice of the Deep Lot Development application to all property owners within 400 feet of the subject property. The notice will be prepared by the Planning Department staff and mailed at least 7 days prior to the date of the public hearing.
- ☐ Staff will prepare a Planning Commission staff report, which is delivered to all members of the Planning Commission at least 4 days before the public meeting.
- ☐ Staff will provide a copy of the staff report to the applicant prior to the meeting. Delivery of the report will be by fax or by mail. If the staff report is not received prior to the date of the public hearing, the applicant may contact the Community Development Department Secretary and request a copy of the staff report.

Step 5. **Attend Planning Commission meeting.** The Planning Commission will conduct a public hearing on the Deep Lot Development application. The applicant should be prepared to discuss the deep lot development proposal. During the public hearing, the applicant, the applicant agent and all other members of the public who desire to ask questions, state concerns or provide oral testimony either for or against the application are invited to do so. All comments are recorded and considered by the Planning Commission. Following the public hearing, the Planning Commission may:

- **Approve the application as presented.** If the application is approved, the applicant must comply with all applicable City ordinances and development plans as proposed.
- **Approve the application with conditions.** Following Planning Commission approval, the applicant must comply with all applicable City ordinances and proposed development plans with the additional conditions of Planning Commission approval.
- **Continue or "table" the application for further study.** If the application is continued for further study and review, staff will reschedule the application for Planning Commission consideration once the application is ready for review.
- **Deny the application based on "findings or facts" gathered from all applicable information.** If application is denied see "*Appeal of Planning Commission Decision*" below.

Step 6. **Planning staff letter.** Staff will prepare and mail a letter, written to the applicant, stating the Planning Commission ruling. A copy of the letter will be filed and maintained within City records.

Appeal of Planning Commission Decision:

Anyone not satisfied with a decision of the Planning Commission may appeal the decision to the City Council. The appellant may be the applicant, an adjacent property owner, an effected resident, or even the City of Taylorsville itself. Appeals must be in writing and received by the City within 10 days of the Planning Commission's final decision. Appeals must contain all pertinent documents and state reason(s) for the appeal. The decision of the City Council shall be final.